



Advanced Information Technology Resource Services Contract

FACT SHEET

August 26, 2003

VITA announces a multi-vendor award of its Advanced IT Resource Services Statewide Contract to five industry partners.

Purpose: The Advanced IT Resource Services Contract is established to provide comprehensive IT solutions to satisfy the Commonwealth's need for advanced, temporary IT resource specialists and consulting services in specialized technical and business/functional categories. This Contract enables Users to acquire comprehensive consulting services from subject matter experts with specific IT technical or business/functional skills and experience and is intended to be used for high-level consulting services. It is not intended to supplement or replace VITA's Staff Augmentation contracts which were established to satisfy the majority of temporary IT staff requirements for "commodity" IT services.

Authorized Users ("Users"): This Contract is available for use by state agencies, state institutions of higher education, localities, and other public bodies as defined in § 2.2-4301 of the *Code of Virginia*.

Contract Term: The initial term of the Advanced IT Resource Services Contract is for three years, August 26, 2003 – August 25, 2006, with three one-year renewal options.

Contract Awards ("Contractors"):

Note: All Contractors are registered with eVA and accept electronic ordering.

American Management Systems (AMS) FEIN#: 54-0856778

CONTRACT VA030815-AMS

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CACI FEIN: #54-1008371

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Northrop Grumman (NG) FEIN#: 95-2126773

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Unisys (USYS) FEIN#: 38-0387840

CONTRACT VA030815-USYS

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Overview: The Advanced IT Resource Services Contract contains several key provisions:

- It focuses on contracting with industry partners who offer specific IT skills for completing specified projects and initiatives.
- It establishes a partner to assist in areas of specific business, functional, and technical skills rather than on personnel job categories.
- It allows the Commonwealth to provide “best value” technology solutions to its technology needs rather than supplementing staff with low cost resources.
- Contractors, through statements of work (SOW), will provide comprehensive solutions to satisfy the Commonwealth’s on-site, temporary, advanced IT consulting service needs from subject matter experts with specific IT technical or business/functional skills and experience.
- The Commonwealth is committed to Supplier Diversity, which includes participation of small, women and minority-owned (SWAM) businesses. Contractors have established strategic partnerships and subcontracting relationships with SWAM businesses to provide solutions for this Contract.

How to Obtain Services Under This Contract:

- 1) Users should familiarize themselves with the Advanced Information Technology Resource Services **Contract** and Attachments prior to providing a Statement of Work (“SOW”) to a Contractor. Please note that the five contracts resulting from this single procurement are intended to be identical, except for company-specific information and pricing schedules.
- 2) Users should ensure that the SOW is thorough, in writing, and contains detailed information (i.e., scope of project, personnel and skill sets required, project timeline, deliverables, percentage of invoice holdbacks, testing/inspection/acceptance requirements, etc.). Users are encouraged to use VITA’s [SOW](#) template for this purpose.
- 3) Users are encouraged to provide a [SOW](#) to more than one Contractor to ensure best possible value for the Commonwealth. Contractor(s) will acknowledge receipt of SOW within two (2) working days or as mutually agreed upon by User and Contractor(s).
- 4) Prior to placing an order with Contractor(s), Users may negotiate with Contractor(s) on such issues as additional pricing discounts, acceptance and testing criteria, etc. Users may interview each individual proposed by Contractor(s) to perform work.
- 5) Contractor(s) will provide estimated total cost and available individuals within ten (10) working days of receiving a [SOW](#) or as mutually agreed upon by User and Contractor(s). Users will determine the best overall value for the Commonwealth and place a written order with the selected Contractor.

- 6) Users and Contractor may negotiate travel expenses for individuals up to the limits established by the Department of Accounts in the Commonwealth's State Travel Regulations. **Note: Travel expenses shall not exceed 15% of the total order cost of services.**
- 7) Two-percent Industrial Funding Adjustment (IFA) and eVA fees are included in [Attachment D](#) pricing and should be included in quotes obtained for SOW by Contractor.
- 8) Specific Terms and Conditions to note: A, E, P, V, and Z.
Note: No contract terms and conditions may be added to the [SOW](#) by Users or Contractor(s).
- 9) **See Contract [Attachment E](#) for specific contract usage procedures**
- 10) Upon completing work and invoicing [SOW](#), Contractor will provide User with a [User Satisfaction Survey](#) for User to complete and return to VITA.

Pricing: Orders may be written on an hourly rate, fixed price, or alternative pricing model that may be negotiated and agreed to by the User and the Contractor. Reference [Attachment D](#) to the Contract for maximum pricing rates offered by the specific Contractors. Users are encouraged to present [SOW](#) to more than one Contractor to obtain the overall best value for the Commonwealth. **Hourly rates that exceed \$200 must be approved by the CIO. No pricing shall exceed the hourly rates as provided by the specific Contractor in the Contract, [Attachment D](#)**

Price Adjustments: No price increases will be authorized until twelve (12) months after the effective date of the contract, and each twelve (12) months thereafter and only where verified to the satisfaction of the Commonwealth. Allowable price increases shall not be retroactive and shall only apply to a new [SOW](#) or change orders impacting an existing SOW.

Orders: The contract number, federal employer identification number (FEIN), and [SOW](#) must be indicated on each order. Please note the contract number is different for each of the five contractors.

Payment: Payment is due within thirty (30) days after acceptance of all services and receipt of a correct invoice for such payment, whichever occurs last. Invoice holdbacks are allowed per the Contract (see term and condition E). However, holdbacks must be indicated in the [SOW](#) when the initial [SOW](#) is provided.

Contract Links:

- Contracts
 - [AMS](#)
 - [BearingPoint](#)
 - [CACI](#)
 - [Northrup Grumman](#)
 - [Unisys](#)
- Examples of IT Technical and Business/Functional Knowledge, Skills and Abilities, [Attachments A, B and C](#)
- Pricing Rates/Ranges, [Attachment D](#)
- Contract Usage Procedures, [Attachment E](#)

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